

# **Foothill Transit Executive Board**

## **MINUTES**

The special meeting of the Foothill Transit Executive Board was held Friday, January 27, 2006 at the Foothill Transit Board Room, 1<sup>st</sup> Floor, 100 North Barranca Avenue, West Covina.

President Lantz called the meeting to order at 8:11 a.m. The following members were present, constituting a quorum of the Executive Board:

Paula Lantz, President  
Will Briesemeister, Vice President  
Peggy Delach  
John Fasana  
Lola Storing  
Jeff Templeman

Staff and Guests present:

Doran Barnes, Executive Director  
Kevin McDonald, Deputy Executive Director  
Darold Pieper, General Counsel  
Lee Millen, Deputy Secretary  
Dan Kirby, Councilman, City of Monrovia  
John Perriot, Councilman, City of  
Tony Witt, Director of Community Development, City of Claremont

### **Pledge of Allegiance**

Member Storing led those present in the Pledge of Allegiance.

Dan Kirby, Councilman, City of Monrovia, and John Perriot, Councilman, City of Industry were recognized.

### **APPROVAL OF MINUTES FOR THE REGUALR MEETING OF DECEMBER 9, 2005**

The minutes of December 9, 2005 were approved as submitted:

Motion: Vice President Briesemeister, seconded by Member Delach  
Vote: Unanimously carried

## **PUBLIC COMMENT**

There was none.

## **PRESENTATIONS:**

### **Contractors' Employee of the Month Awards**

Phil DeLisle introduced and recognized the following Pomona First Transit Employees of the Month: Kimiat Williams, Isaac Gonzales, and Oscar Angel Garcia

Hector Fuentes introduced and recognized the Irwindale/Arcadia First Transit Employees of the Month: Feliz Lopez and Maribel Ariza.

## **CONSENT CALENDAR:**

The Executive Board adopted the Consent Calendar, Agenda Items #10-#14, and pulled Agenda Items #7-#9 for further discussion

Motion: Member Delach, seconded by Member Fasana  
Vote: Unanimously carried

## **AGENDA #7 HIGH OCCUPANCY VEHICLE (HOV) LANE USAGE REPORT**

Member Fasana noted that there are problems experienced on each end of the I-10 HOV lane and asked staff to continue to monitor this, and suggested that staff write a letter on behalf of Foothill Transit in support of an extended car pool lane between the 605 Fwy. and the 57 Fwy.

The Executive Board adopted Consent Calendar, Agenda Item #7.

Motion: Member Fasana, seconded by Member Storing  
Vote: Unanimously carried

## **AGENDA #8 CITY CONNECTIONS UPDATE**

Member Fasana suggested that staff look at each city's customer base perspective in working with the cities in the region in the development and promotion of a seamless transit network.

The Executive Board adopted Consent Calendar, Agenda Item #8.

Motion: Member Fasana, seconded by Vice President Briesemeister  
Vote: Unanimously carried

**AGENDA #9 MUNICIPAL OPERATORS SERVICE IMPROVEMENT PROGRAM**

Member Fasana noted that the MTA held over approval of this item to next month, however, member agencies are beginning to recognize how they are treated in the formula allocation; the formula does need to be changed so that agencies can deal with the chronic farebox revenue that is hitting the region.

In response to Vice President Briesemeister, Member Fasana noted that the formula is protected by state law and requires 10 votes of the MTA Board to change the formula, and the extra allocation funding that came forward yesterday only requires a majority vote.

The Executive Board adopted Consent Calendar, Agenda Item #9.

Motion: Vice President Briesemeister, seconded by Member Storing  
Vote: Unanimously carried

**REGULAR AGENDA:**

**CLAREMONT PARK AND RIDE STRUCTURE UPDATE**

David Reyno, Director of Government Relations, reported that at its March 26, 2004 meeting, the Executive Board directed staff to award \$2 million from FY 2004 funds to the City of Claremont to fund 200 commuter parking spaces in their Transit Village project. These funds were part of the first year of Foothill Transit's Transit Oriented Neighborhood Program.

In May 2004, the Executive Board approved an additional \$300,000 of funding for the project due to the unanticipated rise in steel and concrete costs that occurred since the Claremont City Council first approved the project. In April 2005, the price of concrete and steel had continued to rise as reflected in the amounts of the construction bids the city had received. The Executive Board approved an additional \$200,000 to cover these costs bringing the total Foothill Transit investment in the project to \$2.5 million. In June 2005, construction of the Claremont parking structure began, and a groundbreaking ceremony was held on August 5, 2005. The project as a whole is on schedule and on budget, and is scheduled to be completed by July 1, 2006.

The Executive Board received and filed the Claremont Park and Ride Structure update.

Motion: Member Fasana, seconded by Member Storing  
Vote: Unanimously carried

**PROPOSED BUDGET AMENDMENT FOR FISCAL YEAR 2006 (July 1, 2005 – June 30, 2006)**

George Karbowski, Director of Operations and Maintenance, reported that Foothill

Transit has experienced unprecedented increases in fuel cost for diesel and natural gas. The elimination of refining capacity in Louisiana and Texas caused by the hurricanes last year have driven diesel fuel costs up because of the decrease in supply. High demands for heating fuel in the northern and eastern states because of the colder than normal winter season have placed a high demand on natural gas driving prices up. The current fuel expenditures (through December 2005) have exceeded the budget amounts by more than \$725,000.

A budget amendment to increase the appropriations for fuel will be necessary to enable Foothill Transit to continue operating its service at the levels approved in the Fiscal Year 2006 budget. An alternative to amending the budget would be reducing transit services. However, this would require public hearings and could require approval of the Governing Board.

Operating grants currently budgeted for capital programs will be redirected for this budget amendment. During the next budget (FY 2007) capital grants will be utilized to replace these redirected operating grant funds. Doran Barnes, Executive Director, noted that operating funds budgeted but not used can be utilized for fuel costs.

Staff recommends that the Executive Board recommend approval of a Fiscal Year 2006 Budget Amendment of \$1.5 million for fuel cost increases to the Governing Board and direct the Executive Director to convene a meeting of the Governing Board to consider this budget change.

In response to President Lantz, Doran Barnes reported that line items within the office are on track and on budget, however, fuel costs are project driven costs that have exceeded the projected cost for the second half of 2005. Kevin McDonald, Deputy Executive Director, noted that security savings can not be used for fuel costs.

The Executive Board adopted the above recommended action.

Motion: Member Fasana, seconded by Vice President Briesemeister  
Vote: Unanimously carried

#### **TRANSIT STORE SALES & SERVICES QUARTERLY REPORT – OCTOBER-DECEMBER 2005**

Araceli Lopez, Transit Store Operations Manager, reported on the quarterly results for Transit Store sales and services (copy on file). Ms. Lopez reported on data of phone activity, pass sales, and walk-in traffic. Transit Store staff answered 99.37 percent of all calls received during the second quarter of FY 2006. The average hold time decreased to 32 seconds this quarter compared to the same period last year. Total sales reached an all-time high of \$1, 321, 402.

The Executive Board received and filed the Transit Stores quarterly report.

Motion: Vice President Briesemeister, seconded by Member Storing  
Vote: Unanimously carried

### **PERFORMANCE INDICATORS REPORT – DECEMBER 2005**

Rahul Kumar, Director of Planning, reported on the performance indicators data (copy on file):

- Boardings: Overall boardings recorded by the farebox for December 2005 was 1,172,465. This total is three percent above December 2004 ridership.
- Fare Revenue: Total fare revenue for December 2005 was \$1,207,815, an increase of nine percent over December 2004 resulting in an average fare of \$1.03 per boarding.
- Operating Expenses: Total operating expenses for December were \$4,746,512, resulting in an average cost per service hour of \$76.85, below the FY 06 target of \$78.62.
- Accidents: Ten preventable accidents were recorded in December for an average of 0.73 accidents per 100,000 miles, a decrease of six accidents over December 2004.
- Customer Complaints: 5.4 complaints were recorded per 100,000 boardings for December 2005, which represents an increase of 32 complaints over December 2004.
- Schedule Adherence: In December, 92 percent of all trips surveyed were reported on-time.

In response to Vice President Briesemeister, Mr. Kamur expressed concern that buses are in traffic all day in that the HOV remains congested. Doran Barnes noted concern on the volatility of fuel costs, the increase of contractor costs anticipated in 2007 rebids, and ridership growth is continuing to be monitored.

In response to Member Fasana, Mr. Kamur reported that a cost comparison of diesel and CNG is under review to date. Mr. Barnes noted that CNG buses have been performing very well, however, the 1100 series buses have smaller engines and have had maintenance issues with their engine chassis configuration. Buses must be run 500,000 miles or for 12 years before replacements can be procured.

President Lantz commended staff for the ongoing data collection and accountability report presented.

The Executive Board received and filed the December 2005 Performance Indicators Report.

Motion: Vice President Briesemeister, seconded by Member Delach  
Vote: Unanimously carried

### **BOARD MEMBER AND EXECUTIVE DIRECTOR COMMENTS**

Vice President Briesemeister expressed pride in a well running fleet of buses, and on outstanding efforts by administrative/contractor staff and management to provide premier service to Foothill Transit's customers, notwithstanding fiscal challenges that surface. In addition, staff is to be commended for the Katrina Relief fundraiser held recently.

President Lantz thanked staff for hosting a Rosa Parks Day that was both meaningful and a fine gesture to a woman that changed America and that she had the pleasure to meet.

Doran Barnes advised that the Board material contains a letter from the Council of Governments regarding the Leadership 21 Program which brings together community leaders, public agency staff members, and elected officials to help develop a deeper knowledge of a whole variety of issues facing communities. Foothill Transit was a co-sponsor of this program, and Member Fasana joined him recently in addressing participants on transportation issues. The Program comes to a close this weekend and a graduation will be held tomorrow; Gary Chan, Foothill Transit staff, participated and is due to graduate; several JPA Members have also attended past Programs. Board Members are invited to attend the graduation and a staff report on the program's final results will follow.

### **CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Government Code Section 54956.8 Park and Ride: Property: 1211 East Badillo Street, West Covina, CA 91790; Negotiating Parties: Faith Community Church, Pastor Dan Reeve; Foothill Negotiators: Doran Barnes and Bob Arthur: Under Negotiation: Possible acquisition or lease of real property including terms and price**

President Lantz announced the purpose of the Closed Session. The Executive Board recessed to Closed Session at 8:56 a.m.

The Executive Board reconvened at 9:40 a.m.

Darold Pieper advised that specific instructions were given to the real property negotiators which however are not required to be disclosed at this time.

### **ADJOURNMENT**

There being no further business, the Executive Board adjourned at 9:42 a.m.